

**A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES
AGREEMENT WITH DAVID P. LONSKI OF THE FIRM
SHAMY, SHIPERS & LONSKI, PC
TO SERVE AS MUNICIPAL PROSECUTOR**

WHEREAS, the Township of North Brunswick has a need to acquire a professional to perform the duties of Municipal Prosecutor for calendar year 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for a professional to perform the duties of Municipal Prosecutor in the North Brunswick Municipal Court; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of one proposal for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16004 to David P. Lonski of the firm Shamy, Shippers & Lonski, PC to serve as Municipal Prosecutor for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted and determined the proposal submitted by David P. Lonski of the firm Shamy, Shippers & Lonski, PC to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, compensation for these services shall be paid at a rate of \$275.00 per session for regularly scheduled and special sessions and reimbursable expenses in an amount not to exceed \$43,000.00 for calendar year 2016; and

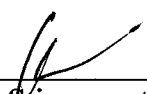
WHEREAS, the Chief Financial Officer has certified that \$25,000.00 is available for this purpose in account 6-01-20-155-000-982 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with David P. Lonski of the firm Shamy, Shippers & Lonski, PC to serve as Municipal Prosecutor for calendar year 2016 with an authorization not to exceed \$43,000.00.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, certify that \$25,000.00 is available for this purpose in account 6-01-20-155-000-982 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017. Contract PRO16004



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

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Evaluation Report
Municipal Prosecutor - Request for Proposal
December 29, 2015

As part of its annual award of professional service agreements in accordance with "Fair and Open" procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Municipal Prosecutor for calendar year 2016.

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with "weighted" criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Ken McCormick, Director of Public Safety

Justine Progebin, Assistant Business Administrator

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Respondent's understanding and prior experience with Township – 30 points
2. Experience and Qualifications of Individuals or Team – 20 points
3. Respondents overall company history and experience – 30 points
4. Pricing Model – 20 points

The following proposal was received by the submission deadline of November 13, 2015:

Shamy, Shipers & Lonski
251 Livingston Ave
New Brunswick, NJ 08901

The committee members individually reviewed the proposal. The committee then met to discuss the proposal experience, proposed methodology and other factors.

Shamy, Shipers & Lonski received a total score of 285 out of a possible 300.

While no other proposals were received, Shamy, Shipers & Lonski has served as Municipal Prosecutor for the North Brunswick Municipal Court for several years now. Evaluators ranked the firm's high based on past performance in the Municipality's Court.

The committee recommends the award of contract PRO1604 to Shamy, Shipers & Lonski for submitting a proposal that is responsive to the Township's needs.